

## **BOARD MEETING MINUTES**

### **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES**

July 19, 2012

The Mississippi Department of Information Technology Services Board met in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, July 19, 2012, at 11:00 a.m.

#### **Members Present:**

Derek Gibbs, Chairman

Rodney Pearson, Vice-Chairman

John Hairston

Lynn C Patrick

Thomas A. Wicker

#### **Legislative Advisors Present:**

Senator Sampson Jackson, II

Representative Gary V. Staples

#### **Staff Members Present:**

Craig Orgeron, ITS Executive Director

Michele Blocker, Chief Administrative Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Donna Nead Rogers, Special Assistant Attorney General

Jay White, Information Security Division Director

Laura Pentecost, Data Services Division Director

Roger Graves, Telecomm Services Division Director

David Johnson, Internal Services Division Director

Tina Wilkins, ISS Technology Consultant

Tangela Harrion, ISS Technology Consultant

Anthony Hardaway, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Stephen Houston, ISS Technology Consultant

Debra Spell, ISS Technology Consultant

Gary LeBlanc, ISS Technology Consultant

Donna Hamilton, ISS Technology Consultant

Renee Murray, ISS Technology Consultant

Leslie Swilley, Internal Services Division

Caren Brister, Strategic Services Division

AliceClaire Thompson, Strategic Services Division

Kevin Gray, Strategic Services Division

David Richards, Data Services Division

Mike Hatch, Data Services Division

Jerry Guillory, Data Services Division

Others Present:

Christian Pruett, Mississippi Community College Board

Mary Currier, Mississippi State Department of Health

Marc Wilson, Mississippi State Department of Health

Vicki Poirrier, Mississippi State Department of Health

Melissa May, Mississippi Department of Education

Richard Harrell, Mississippi Department of Environmental Quality

Jim Tillman, Mississippi Department of Environmental Quality

Karen Newman, The Clay Firm

Lee Ann Mayo, Capitol Resources

Mark Hollingsead, Ciber

Kris Gautier, AT&T

Ed Gogoh, Presidio

Audrey McAfee, Mississippi Department of Corrections

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Derek Gibbs called the meeting to order, and introduced David Richards to lead the Pledge of Allegiance to the United States Flag. David Richards led the audience in the Pledge of Allegiance.

Guests introduced themselves.

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Agenda Item No. 1: Derek Gibbs directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on June 25, 2012.

On motion by Tom Wicker and second by Lynn Patrick that the minutes of the June 25, 2012 meeting be approved as written:

Motion carried; unanimously, with Rodney Pearson abstaining from the vote.

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Agenda Item No. 2: Donna Hamilton and Dr. Mary Currier, State Health Officer, presented an overview and request to issue RFP No. 3619-38308 for the acquisition of a comprehensive Patient Information Management System that includes a practice management and electronic health record system for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)**. The staffs of ITS and MSDH jointly request approval to advertise and publish RFP No. 3619-38308 for the acquisition of a comprehensive Patient Information Management System that includes a practice management and electronic health record system for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)**.

On motion by John Hairston and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 3: Donna Hamilton and Christian Pruett, Assistant Executive Director for eLearning and Instructional Technology, presented an overview and request to issue RFP No. 3692-39877 for the acquisition of a hosted Learning Management System to provide online courses for the **MISSISSIPPI COMMUNITY COLLEGE BOARD (MCCB)**. The staffs of ITS and MCCB jointly request approval to advertise and publish RFP No. 3692-39877 for the acquisition of a hosted Learning Management System to provide online courses for **MISSISSIPPI COMMUNITY COLLEGE BOARD (MCCB)**.

On motion by John Hairston and second by Lynn Patrick that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 4: Teresa Washington and Christian Pruett, Assistant Executive Director for eLearning and Instructional Technology, presented the recommendation for RFP No. 3452-39878 for the continuation of the Agreement with Desire2Learn Incorporated for learning management system licensing, hosting, and related services for the **MISSISSIPPI COMMUNITY COLLEGE BOARD (MCCB)**. The staffs of ITS and MCCB jointly recommend approval of the continuation of this Agreement with Desire2Learn Incorporated through June 30, 2013, in an amount not to exceed \$211,747.85 for learning management system licensing, hosting, and related services. With this continuation, the revised total lifecycle cost of this project is \$1,048,529.65.

On motion by Lynn Patrick and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 5: Teresa Washington and Melissa May, Office Director, Bureau of Compliance and Reporting, presented the recommendation for RFP No. 3452-39999 for the continuation of the Agreement with Blackboard, Inc. for licensing, hosting, and related services for the **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE)**. The staffs of ITS and MDE jointly recommend approval of the continuation of this Agreement with Blackboard through June 30, 2014, in an amount not to exceed \$1,165,924.14 for licensing, hosting, and related services. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$4,386,101.47.

On motion by Tom Wicker and second by John Hairston that the Agreement with Blackboard, Inc. be continued through June 30, 2013, in an amount not to exceed \$568,743.49 for licensing, hosting, and related services be approved:

Motion carried; unanimously.

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Agenda Item No. 6: Tangela Harrion and Audrey McAfee, MIS Director, presented Project No. 39959, requesting approval for an increase and continuation to the initial exemption request for digital copier/multifunction equipment from Mississippi Department of Finance and Administration (DFA), Office of Purchasing, Travel, and Fleet Management (OPTFM) State Contract for **MISSISSIPPI DEPARTMENT OF CORRECTIONS (MDOC)**. The staffs of ITS and MDOC jointly request approval for an increase and continuation to the initial exemption request, for a revised not-to-exceed total estimated 3-year lifecycle cost of \$1,792,656.00.

On motion by Rodney Pearson and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 7: Stephen Houston and Richard Harrell, Office of Pollution Control Director, presented the recommendation RFP No. 2986-39863 for a Change Order to the Agreement with CGI Technologies and Solutions Inc. to expand Tools for Environmental Management Protection Organizations (TEMPO) design and implementation services for the **MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ)**. The staffs of ITS and MDEQ jointly recommend approval of this Change Order Request in the amount of \$457,000.00, to provide design and implementation services to new and existing MDEQ

TEMPO systems. With this Change Order, the revised total lifecycle cost of this project is \$6,540,191.25.

On motion by John Hairston and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 8: David Johnson presented a summary of the FY2014 **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)** budget request.

On motion by Rodney Pearson and second by Tom Wicker that the staff proceed with submission of the FY2014 budget request:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 9 regarding the IT Consulting Services Reports for January 2012 through June 2012, and Trend Analysis for Fiscal Years 2010 through 2012.

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The Board acknowledged Agenda Item No. 10 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

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The Board discussed Agenda Item No. 11 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, August 16, 2012.

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On motion by Lynn Patrick and second by Tom Wicker that the following per diem and expenses be approved:

Derek Gibbs - per diem and expenses for 1 day;

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John Hairston - per diem and expenses for 1 day;

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Lynn Patrick - per diem and expenses for 1 day;

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Rodney Pearson - per diem and expenses for 1 day;

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Tom Wicker - per diem and expenses for 1 day;

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Motion carried; unanimously.

There being no further business, the meeting was adjourned by Derek Gibbs.

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Derek Gibbs, Chairman

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Rodney Pearson, Vice-Chairman